

Swavesey Parish Council - Clerk's Report

To : All Councillors

From : Linda Miller (Clerk)

Date : 22nd September 2015

Purpose: To highlight matters on agenda and update Council on issues arising since last meeting. Issues requiring particular ratification or note **in bold**.

6 Post Office

- Due to the confidential nature of items to be discussed, public and press in attendance will be asked to leave the meeting during this agenda item.

7 County Council Business

- Mr Wright attended the CCC Highways Dept Open Day and will report on items discussed.

8 District Council Business

- Discussion of options and proposals from Over Parish Council, regarding the re-arrangement of District Council Wards and Cllrs by the Local Government Boundary Commission Review. To be considered in advance of formal consultation by the Boundary Commission.

9 NHW and Police Business

- Next Neighbourhood Panel Meeting will be on Tues 20th Oct, 7.30pm at Swavesey Village College. **Request from Histon Police for items of issue or concern to be raised at the meeting.**
- Clerk to report on presentation by the Office of the Police & Crime Commissioner, 11/09/15 and of discussion on local policing issues at the same meeting.

10 Village Maintenance

- **To approve replacement of wooden posts** which have been knocked down/removed from grass verge opp Swavesey Garage, as report received that parents are parking on the grass verge when collecting children from school. Concern is of visibility close to crossing patrol.
- Request from resident to clear overgrown vegetation around communal parking area in Moat Way.

Recreation Green

- Drainage project still ongoing. Pipework has all been installed. All of the sand slits have been dug. Issue now is to complete the filling of the slits with sand, which is proving difficult as the sand is damp and not filling efficiently and the weather has turned wet. Meeting/discussions with the project manager have taken place and an update on progress will be given at the Council meeting.

Moat Way Play Area

- The mound at the back of the site needs to be cut down. The WI is undecided with regard to an item in the village to celebrate their 100 years, therefore the Parish Council needs to progress the maintenance and planting of this area. **Decision/agreement on maintenance work during Autumn.**

Carters Way/Priory Ave

- Imtech (Rose & Crown Rd) contacted the Council in early August, offering to help with a community project in the village. Chairman and Clerk met with Director at Imtech and he would like to help with this project by way of CAD Design assistance and potential volunteer work and supply of materials once the project build takes place.

11 Circus

- **Request from Circus Tyanna to visit Swavesey Recreation Green next June/July for three days.**

12 Drainage

- To update on outstanding items.

13 Planning

- Fen Drayton Rd development – **to approve final plans and wording** for Deed of Easement and Covenant for ditch clearing work.
- **Applications for comment** as listed on Agenda.

14 Finance

- **Payments listed for approval**

Vchr	Cheque	Cde.	Name	Description	Amount
Direct Debits					
79		34	Virgin Media	Telephone & Broadband	79.33
80		18	PWLB	Loan repayment (Pavilion)	2,442.73
ALTO Card					
81		89	Adobe ExportPDF	Software - Adobe	19.33
81		63	Fenland Leisure Products Ltd	Play Area maintenance	10.04
99		33	Amazon Marketplace	Stationery	3.75
BACS					
97			Buchans Grounds Maintenance	Grasscutting	TBA
87		43			
88		32			
89		30			
90		87			
91		82	Staff Costs	Staff Costs	3,846.25
95		44			
Cheques					
94	2265	45			
83	2260	51	Edwin Parish	Grounds maintenance	50.00
84	2261	94	NALC	Local Council Award Scheme - Registration Fee	30.00
85	2262	70	Getmapping plc	Parish Online Annual Fee	50.40
92	2263	29	Came & Company	Insurance Premium	1,534.30
93	2264	95	Algar Signcraft Services (Cambridge) Ltd	Signs	280.80
86	2266	95	Agrostis Sports Surface Consulting	Project Management	1,620.00
96	2267	76	The Thomas Galon Charity	Annual Lease Fee 2015-16	400.00
100	2269	23	PKF Littlejohn LLP	External Audit Fee	480.00
98	2268	63	Fenland Leisure Products Ltd	Wetpour repairs - Recreation Green playarea	495.00
TOTAL					10,366.93

- **Receipts to note:**

Interest - Business Account	2.86
SCDC - Grant towards Thistle Green Sheltered Housing grass cutting	360.00
Hale Rd Allotment Soc - Annual site rent	400.00
SCDC S106 Community Receipts	5,770.10
SCDC Precept payment	27,400.00

- Bank Reconciliations: Business Account £65,197.96 at 21/09/15
Current Account £4,846.95 at 21/09/15
Unity Account £1,363.01 at 21/09/15
ALTO Card Account £236.84 at 21/09/15

- **Decision on request for grant from Swavesey Memorial Hall**, for funding towards wall-mounted screen in main hall, to allow for digital presentations and other uses. To enable wider use of the main hall for all types of meetings and functions.

15 General Correspondence (for information)

As listed on Agenda

Forthcoming Council meetings:

Full Council – Post Office Relocation, meeting with PO Regional Manager Thurs 8th October – 7.30pm
Full Council Mon 26th October – 7.30pm